



Position Responsibility Summary:

The Global **Protective Services Specialist** is responsible for identifying, analyzing, and implementing solutions to routine, but which may include moderate-complex management problems with respect to the protection and safeguarding of personnel, information, and other assets in the area of management support, loss protection and investigations, threat assessment, workplace violence, executive protection support, and safety and security related awareness and training.

Essential Job Functions:

- Identify, investigate and implement solutions to routine, but which may include moderate-complex and highly sensitive, incidents and issues requiring established interviewing, researching, and analytical skills and techniques specific to corporate and warehouse/distribution center environments
- Conduct and manage investigations related to threats originating from external sources outside the company, and internal incidents and issues such as theft, vandalism, and workplace violence related matters, globally with an emphasis on warehouse and distribution center locations
- Incident, investigative case and/or project management based on needs that arise (cross-functional initiatives, training, and awareness efforts)
- Develop, track and maintain reporting and statistical and written analysis of user threats, incidents and investigations for management review
- Establish and maintain professional relationships with counterparts in related industries/disciplines to obtain a common understanding of like problems and known solutions
- Maintain direct liaison with corporate and outside counsel, and law enforcement agencies and private consultants, as appropriate
- Conduct and manage risk assessments and provide management with direction, recommendations and solutions for improvements
- Represent the organization in the processing of security-related (typically criminal) issues to/from outside agencies, including law enforcement -- local, state, federal authorities -- and the legal system
- Support the day-to-day administration of the general safety and security awareness program, and related activities

Qualifications:

- AA/AS degree plus 4-6 years or related experience, or a BA/BS degree plus 2-4 years of experience, or equivalent as an investigator in a corporate setting
- 4+ years of experience working in the Security Operations, or Security Investigations, functions of Corporate Security environment, or related field
- Working knowledge of MS Windows (Word, Excel, PowerPoint, Outlook, Visio; SharePoint – web design)
- Technical skills which allow for liaising with Information Technology to implement technical solutions specific to safety and security needs
- Developed investigative and analytical skills specific to warehouse or distribution center environments (product loss, loss prevention, theft, operations knowledge, etc.)
- General understanding of, and introductory level experience with workplace violence and related cases/issues/incidents
- Strong and effective communications, including verbal presentation skills
- Ability and willingness to travel domestically and internationally
- Ability and Willingness to be available 24/7 as needed

Benefits:

- \$60,000 a year salary
- Full time with benefits (medical/dental/vision)
- 401k plan

If you would like to apply to this position, please send your resume to ngcajobs@ng.army.mil